

## **Instructions for Proposal Narrative**

The proposal must include all of the following elements:

- A. Summary of the project proposed (not to exceed 100 words)
- B. Description of the applicant organization, including its mission, structure (operating and governing), membership and achievements
- C. Description of the problem to be addressed, including
  1. Brief statement of the problem and a statement of how it was identified as a priority
  2. Intended beneficiaries and their participation
  3. Relationship between the applicant and the intended beneficiaries
  4. Role of the proposed beneficiaries in addressing the problem
  5. Assessment of the organization's ability to address this particular problem
- D. Detailed description of the project including:
  1. What is to be accomplished (activities)?
  2. Beneficiary input into the problem identification, project design and/or plan for implementation
  3. The objective conditions of the beneficiaries at the start of the project and how they will change (include, for example, data on income, employment, housing, health, education or other relevant indicators)?
  4. The general socio-economic and cultural situation of the beneficiaries and how the success of the project will affect their ability to participate more fully in their continued development?
  5. Work plan, including tentative schedule
  6. How the project will function after funding from the IAF has ended?
  7. Anticipated results, tangible and intangible
- E. Any existing partnerships with businesses, the government or civil society organizations, and the role each partner will play